



JOHN ELIAS BALDACCI
GOVERNOR

STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
152 STATE HOUSE STATION
AUGUSTA, MAINE
04333



ANNE H. JORDAN
COMMISSIONER

JAY BRADSHAW
DIRECTOR

EMD Committee Meeting
September 6, 2007 9:30 a.m.
De Champlain Conference Room, Maine EMS, Augusta
Minutes

Members Present: Peter Bragdon, Tim Beals, Linda Dunno, Brian Gregoire,
Stephanie Gibbs, Chuck McMahan,

Staff: Drexell White, Steve Bunker

Guests: Laura Downing, Randi Lemieux, Davene Luce, RJ Legere, Liz Ryan, Cliff Wells

1. Call To Order - The meeting was called to order at 9:40 a.m.

The Committee members and guests introduced themselves.

A. Additions/Deletions to the Agenda

Non-PSAP Dispatch Technology Question (Drexell)
EMD Committee Chair

B. Review/Accept June 21, 2007 minutes

The committee reviewed the June 21 2007, minutes. There was no meeting held in July or August 2007.

Motion: To accept the June 21, 2007 meeting minutes (Dunno; second by Beals – motion carries – unanimous)

2. Old Business

A. Staff Report

Drexell White reported that he has been working with Steve Bunker on the EMD RFP and will continue work on EMD continuing education and quality assurance/quality improvement.

B. ESCB Report – Steve Bunker

Steve Bunker reported that he is working on the RFP that includes the EMD component. He indicated the process has been delayed because of loss of clerical support at his office due to staff changes. He continues to update the ESCB training website and will be working with Drexell White to identify courses that may receive standardized CEH.

ESCB/EMS will present CEH programs at the upcoming Mid Coast EMS Seminar in Rockport in November as well as a full Medical Priority Dispatch Provider Course. Programs will include "Quality Assurance Quality Improvement Strategies for EMD" and "EMD 101" for EMD service managers and administrators. He also stated that Mid Coast EMS would once again present an EMD Dispatcher award as part of the Samoset conference awards banquet.

There will be an Elder Abuse Workshop for EMD providers on October 19, 2007 at Florian Hall at Maine EMS in Augusta.

C. Legislative Update

Recent changes to the Maine EMS Law will take effect on September 20, 2007, including the addition of an EMD Representative to the Maine EMS Board. A letter and application form will be sent to EMD Centers and providers, describing the position and explaining the appointment process.

D. Quality Assurance/Quality Improvement (QA/QI)

The committee continued its review of the Quality Assurance/Quality Improvement criteria for EMD. Drexell White distributed correspondence he had received from Bill Dunwoody, Operations Manager for Delta Ambulance in Waterville and quality assurance/quality improvement expert.

Committee members considered the "50 call minimum" in the current document that required 100% QA/QI review for all EMD Center calls up to 50 calls per month. The "50 call" requirement has been subject to debate, given the resources required by EMD centers to meet that minimum. The committee recognized the need to ensure a valid, effective and attainable QA/QI system.

Consensus was to survey EMD Centers to gain a better understanding about how Centers are performing QA/QI review and what best practices can be incorporated as part of Maine EMS QA/QI requirements.

E. EMD CEH (Continuing Education Hour) Procedures

The committee received the latest draft of the CEH information and procedures document created by staff. As there were no changes proffered, the document will be distributed and included on the EMD website.

F. EMD Managers Meeting – Nothing to Report

G. EMD QA/QI Criteria – Revision – See "D", above

3. New Business

A. Addition - Non-PSAP Dispatch Technology Question (Drexell)

With final PSAP/non-PSAP changeovers scheduled for completion by November 2007, there are dispatch centers that will no longer be PSAPs, but still plan on delivering EMD. Some non-PSAP centers may have the ability to receive Automatic Number Identification (ANI) and Automatic Location Identification (ALI) information while others are not be able to receive ANI/ALI. Drexell White asked the group if a non-PSAP must have the ability to electronically receive the ANI/ALI information from the PSAP in order to provide EMD to the caller.

Committee consensus was that while electronic ANI/ALI transfer from PSAP to non-PSAP would be preferable; it would not be a “show stopper” that would prevent a non-PSAP from being licensed (or continuing to be licensed as an EMD center) if the non-PSAP did not receive the ANI/ALI electronically.

B. Addition - EMD Committee Chair

Peter Bragdon announced that he is stepping down as chair of the EMD Committee, but will remain a member. He cited other commitments that do not allow him to continue on as EMD committee chair.

Committee members who are interested in serving as chair should forward a letter of interest to Maine EMS for consideration by Maine EMS Board Chair Wayne Werts.

Committee members thanked Peter for his leadership and contributions to the committee in its first year.

C. EMS Physician Representative

Dr. David McKelway has stepped down as EMS physician representative to the committee. Drexell White will post the vacancy.

4. Next Meeting

The next meeting will be Thursday October 18, 2007 at Maine EMS in Augusta

5. Adjournment – The meeting was adjourned at 10:54 a.m.

Respectfully submitted,

Drexell White